Team Meeting Minutes – 03/04/19

Discussed:

* Attended final client meeting regarding Film Friction progress.
* Creating a final task for the finished product on Trello
* Creating a test plan that tests both functionality and aesthetics/user experience
* Define set deadlines, soft and hard, for final completion of the assignment before the submission date
* Planned a meeting during the easter holiday, to discuss finalising the project and organising the final sprint before submission

Tasks going forward:

* Assign soft deadlines for tasks on Trello
* Assign hard deadlines for the completion of tasks on Trello
* Create a final project completion date/task on Trello
* Attend final team meeting video conference, arranged for 17th March 2019 at 8pm on teams

**NEXT TEAM MEETING: 17/03/19 8PM ON TEAMS**